

Indiana Conference for Legal Education Opportunity

Indiana Supreme Court

Division of State Court Administration

Chief Justice Randall T. Shepard (Chair)

115 W. Washington ST. STE. 1080
Indianapolis IN 46204-3466
(317) 232-2542 FAX (317) 233-6586

Dear Indiana CLEO Applicant:

The Indiana Supreme Court is pleased to provide the attached materials relating to the Indiana Conference for Legal Education Opportunity Fellowship program. At the urging of the Chief Justice Randall T. Shepard, the program was established in 1997 by the Indiana General Assembly and the late Governor Frank O'Bannon to assist Indiana minority, low income or educationally disadvantaged college graduates in pursuing a law degree and a career in the Indiana legal community.

Indiana Conference for Legal Education Opportunity (Indiana CLEO) was patterned after the well-known national CLEO program. Only students who will be enrolled in an Indiana law school in the fall of 2006 are eligible to participate in the Indiana CLEO program.

Indiana's program takes approximately 30 college graduates who have applied to any of the state's four law schools and exposes them to a six-week Summer Institute immediately before they begin law school. The Summer Institute is held at an Indiana law school to prepare students for the special nature of legal study. The Indiana CLEO program provides free room and board for all Summer Institute participants and all course materials needed to complete your assignments. Students are required to live in a dormitory and may not be employed during the six-week period. It is expected that all persons selected for the Summer Institute will devote themselves full-time to the rigorous nature of the program. The 2006 Summer Institute will be hosted by Valparaiso University school of Law from June 11 through July 22, 2006.

At the Summer Institute, students are introduced to the areas of law in which they will receive instruction during their first year of law school. Law school professors are the primary instructors and offer, in addition to traditional classroom instruction, tips for success in law school. This mixture of challenging scholastics and practical advice prepares Indiana CLEO Fellows for the rigors of their imminent law school experience.

Students who successfully complete the Summer Institute and become certified graduates of the program might be eligible for an annual stipend. To be eligible for the annual stipend, certified graduates must attend an Indiana law school, enroll on a full-time basis, and maintain good academic standing. Stipends may be awarded for up to three successive academic years if the student remains eligible.

Please use the attached checklist to ensure that you have included all of the necessary materials in your application. The checklist provides the address to which your application must be submitted. An application will not be considered complete and will not be reviewed by the Indiana CLEO Advisory Committee until all of the necessary materials are submitted. Applications must be postmarked by **March 6, 2006**.

If you need any additional information about Indiana CLEO or about the application process, please contact the Indiana CLEO office at the Indiana Supreme Court Division of State Court Administration at (317) 232-2542 or (800) 452-9963. Thank you for your interest in Indiana CLEO.

Sincerely,



Jana E. Matthews
Indiana CLEO Coordinator

**Indiana Conference for Legal Education Opportunity
A PROGRAM OF THE INDIANA SUPREME COURT
APPLICATION CHECKLIST**

MAIL ALL COMPLETED APPLICATIONS TO:

**INDIANA CLEO
Division of State Court Administration
115 West Washington Street, Suite 1080
Indianapolis, IN 46204-3466**

I have included in my application packet three copies of the following items, unless otherwise specified:

- ☐ My Original Indiana CLEO Fellowship application
- ☐ Resumé
- ☐ Any statement required under the Character and Fitness section, Section V, of the application
- ☐ My Indiana CLEO Fellowship personal statement, Section VII
- ☐ My law school personal statement, if different from my Indiana CLEO Fellowship personal statement
- ☐ ONE copy of my federal income tax returns for 2004 and 2005 (or a typewritten statement as to why those returns cannot be provided)
- ☐ ONE copy of the federal income tax returns for 2004 and 2005 for each parent who provided any support to me if I am under 30 years of age (or a written statement as to why those returns cannot be provided)
- ☐ If married, ONE copy of your spouse's federal income tax returns for 2004 and 2005 (or a written statement as to why those returns cannot be provided)

If you have questions regarding this application or if you need more information about Indiana CLEO, please visit the Indiana CLEO website at www.in.gov/judiciary/cleo. You may also contact Indiana CLEO at 317-232-2542 or 1-800-452-9963.

APPLICATION MUST BE POSTMARKED BY MARCH 6, 2006.



**INDIANA CONFERENCE FOR LEGAL EDUCATION OPPORTUNITY
A PROGRAM OF THE INDIANA SUPREME COURT
FELLOWSHIP APPLICATION
SUMMER 2006**

BACKGROUND:

"The Indiana Conference for Legal Education Opportunity is established to assist Indiana minority, low-income, or educationally disadvantaged college graduates in pursuing a law degree and a career in the Indiana legal and professional community."

Indiana Code 33-24-13-2

In the Spring of 1997, at the urging of Chief Justice Randall T. Shepard, the State of Indiana launched an ambitious effort to increase the number of minority, low-income, or educationally disadvantaged students in Indiana's law schools. Since Indiana CLEO began in 1997, Indiana CLEO has had 150 law school graduates of which 90 are licensed to practice law in Indiana.

Indiana CLEO selects at least thirty college graduates who have applied to any of the state's four law school and exposes them to a six-week Summer Institute. Successful completion of the Summer Institute and certification by the Summer Institute Faculty qualifies students for the Indiana CLEO annual stipend to assist them in completing their legal education in Indiana. The 2006 Summer Institute will be hosted by Valparaiso University School of Law, Valparaiso, Indiana and will begin on Sunday, June 11, 2006 and end on Saturday, July 22, 2006.

INSTRUCTIONS:

- ◆ Carefully read and follow the instructions throughout the entire application.
- ◆ Attach all required documents.
- ◆ Sign and date the application.
- ◆ Include a completed checklist with application packet before mailing.
- ◆ Include or forward up to three recommendation letters directly to Indiana CLEO before March 6, 2006.
- ◆ Keep a copy of your completed application for your records.

COMPLETED APPLICATION MUST BE POSTMARKED BY MARCH 6, 2006.



APPLICATION FOR ADMISSION TO THE INDIANA CONFERENCE FOR LEGAL EDUCATION OPPORTUNITY FELLOWSHIP PROGRAM SUMMER 2006

Please print or type all information on this application.

I. PERSONAL INFORMATION

☐ Female

☐ Male

Social Security Number: ____/____/____

Last

First

Middle

Present Mailing Address

P.O. Or Apt. No.

City, State, Zip Code

()

Valid until (mm/dd/yy)

Present Email Address

Present Mobile Phone

Permanent Mailing Address

P.O. or Apt. No.

City, State, Zip Code

()

Permanent Telephone Number

Permanent Email Address

Date and Place of Birth

mm/dd/yyyy

City, State

Are you a U.S. citizen? ☐ Yes ☐ No

If you are not a U.S. citizen, are you a permanent resident? ☐ Yes ☐ No

If you are a U.S. citizen, please list your State of Residency; if not please list your country of residence or visa type.

Marital Status

Number of Dependents

Is English your first/native language? ☐ Yes ☐ No

Are you bi/multilingual? ☐ Yes ☐ No

1.

2.

3.

4.

If you are bi /multilingual, please the languages in order of fluency.

Are you a veteran of the United States armed services? ☐ Yes ☐ No

All applicants must provide the following information:

ETHNIC BACKGROUND:

☐ African American

☐ American Indian or Alaska Native

☐ Asian Or Pacific Islander

☐ Caucasian

☐ Hispanic

☐ Mexican American

☐ Puerto Rican

☐ Other:

II. ENROLLMENT PLANS

I plan to enroll in law school as a: ☐ Beginning Student Full-Time ☐ Beginning Student Part-Time

When do you intend to enter law school? Only students who plan on attending law school in Fall 2006 should apply.

Specify each time you took the Law School Admission Test (LSAT) (mm/yyyy) and the scores for each test.

If you have not taken the LSAT yet, please indicate when you are scheduled to take the test. (Please call and update your score).

Have you applied for admission to law school before this year? ☐ Yes ☐ No

If yes, please list the schools you applied to, when and whether or not you were offered admission to those schools:

Which Indiana law schools have you applied to or plan to apply to this year?

- | | |
|--|--|
| <input type="checkbox"/> Indiana University School of Law - Bloomington | <input type="checkbox"/> University of Notre Dame Law School |
| <input type="checkbox"/> Indiana University School of Law - Indianapolis | <input type="checkbox"/> Valparaiso University School of Law |

We recommend that you apply to all Indiana law schools no later than February 11, 2006, regardless of the actual application deadline at each school.

List all of the law schools where you have applied or plan to apply to:

| | |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

III. ACADEMIC INFORMATION

Are you a first generation college student? ☐ Yes ☐ No

Please list the name, city and state of the high school from which you graduated.

| | |
|---------------------|-------------|
| Name of High School | City, State |
|---------------------|-------------|

| | | | |
|---------------------|-------------------|------------------------|--------------|
| Undergraduate Major | Undergraduate GPA | Graduate Concentration | Graduate GPA |
|---------------------|-------------------|------------------------|--------------|

Please list all colleges, universities, graduate and professional schools attended (in order of attendance):

| | | | |
|------|----------------|-----------------|---------------------------|
| Name | Dates Attended | Degree Received | Date Obtained or Expected |
|------|----------------|-----------------|---------------------------|

| | | | |
|------|----------------|-----------------|---------------------------|
| Name | Dates Attended | Degree Received | Date Obtained or Expected |
|------|----------------|-----------------|---------------------------|

| | | | |
|------|----------------|-----------------|---------------------------|
| Name | Dates Attended | Degree Received | Date Obtained or Expected |
|------|----------------|-----------------|---------------------------|

| | | | |
|------|----------------|-----------------|---------------------------|
| Name | Dates Attended | Degree Received | Date Obtained or Expected |
|------|----------------|-----------------|---------------------------|

IV. ACCOMPLISHMENTS AND ACTIVITIES

Please include a resume to complete your fellowship application.

Please provide the following information if your resume does not reflect this information. If necessary, please attach a separate sheet of paper.

A. List any significant academic or professional accomplishments not reflected in the LSDAS Report or otherwise included on this form.

Accomplishment/Honor

Date Awarded

B. List any volunteer service in which you are or have been involved in.

Activity

Dates of Participation

Specify Membership/Leadership Position(s)

V. CHARACTER AND FITNESS

Please check 'yes' or 'no' for each question. If the answer to any of the following questions is 'yes' you must submit with this application a full explanation of circumstances for each affirmatively answered question. Please also note that there are character, fitness, and other qualifications for admission to the bar. You are encouraged, prior to matriculation, to familiarize yourself with the requirements of the state you intend to practice.

- A. Have you ever been dropped, warned, expelled, placed on academic or disciplinary probation, disciplined, or requested or advised to resign from any post-secondary school, college, university, professional school or law school?

☐ Yes ☐ No If yes, please explain fully on a separate sheet.

- B. Have you ever been placed on probation, granted deferred adjudication or any type of pretrial diversion or convicted of any violation of law in any jurisdiction? You may exclude parking violations. If you are unsure about the nature or ultimate disposition of a particular charge, it is your responsibility to check the court records before you respond to this question.

☐ Yes ☐ No If yes, please explain fully on a separate sheet.

- C. Are you currently involved in pending litigation, civil or criminal?

☐ Yes ☐ No If yes, please explain fully on a separate sheet.

VI. FINANCIAL INFORMATION

Please include one copy of your **2004** and **2005** federal tax return.

All applicants under the age of 30 who receive support from a parent(s) or guardian must also include a copy of the 2004 and 2005 federal tax return for each parent(s) or guardian who provides such support. All married applicants must also include a copy of their spouses' 2004 and 2005 federal tax returns. If, at the time you submit your 2006 Indiana CLEO application, any 2005 tax returns that you are required to provide have not been filed, please provide some alternative documentation for income in 2005 (copies of W2's or most recent pay stub, etc.). All tax documentation must be in no later than Monday, March 6, 2006.

If you did not file taxes in 2004 or 2005, you must include a typewritten explanation with this application.

Is/was your family income at any time dependent in whole or in part on public assistance? ☐ Yes ☐ No

Please list the number of immediate family members currently enrolled in college.

Please list the total number of persons currently residing in your household.

Please list the anticipated source(s) of income that you will receive to help cover tuition, fees, and living expenses during law school:

| | |
|----------------------------|--------|
| Estimated amount of Income | Source |
|----------------------------|--------|

| | |
|----------------------------|--------|
| Estimated amount of Income | Source |
|----------------------------|--------|

| | |
|----------------------------|--------|
| Estimated amount of Income | Source |
|----------------------------|--------|

VII. PERSONAL STATEMENT

Required: Your personal statement must be typed and may not exceed four double-spaced pages in a font size no smaller than 12 point.

Indiana CLEO was created in 1997 to help facilitate the development and existence of future Indiana attorneys from minority, low-income and educationally disadvantaged backgrounds. As the Indiana CLEO Advisory Committee considers your application for the 2006 Indiana CLEO Summer Institute and Fellowship program, **please discuss what impact you would like to have on the legal community and more specifically, how you plan to accomplish those goals in the Indiana legal community upon completion of law school.**

Additionally, if there are circumstances in your background that you would like the Indiana CLEO Advisory Committee to consider we ask that you include a detailed description in your personal statement. An example of such circumstances include, but are not limited to: 1) a history of overcoming disadvantages in your academic, personal or professional life; 2) a history of high academic achievement in spite of marginalized test scores or financial setbacks; 3) exceptional characteristics or experiences; or 4) a disability, as defined in the Americans with Disabilities act, which significantly bears upon your credentials.

VIII. RECOMMENDATION LETTERS

Please submit up to three recommendation letters to the Indiana CLEO office no later than Monday, March 6, 2006, to complete your fellowship application. Ordinarily, the most useful references come from professors who have personal knowledge of your academic performance and intellectual potential. Applicants who have been out of school for some time may wish to submit letters from employers or others who know them well.

PLEASE NOTE: Indiana CLEO is not a member of the LSAC letter of recommendation service, therefore, you will have to submit your letters of recommendation directly to the Indiana CLEO office either included in your completed application packet or mailed directly to Indiana CLEO by the recommender no later than March 6, 2006.

Please submit all recommendation letters to:

Indiana CLEO
c/o Recommendation Letters
Division of State Court Administration
115 West Washington Street, Suite 1080
Indianapolis, IN 46204

IX. SIGNATURE

I have checked this application for omission and errors. To the best of my knowledge, all of the information is complete and accurate as reported. I fully understand and agree that this application is a continuing application and agree that if any matter contained herein shall be changed by any event or incident I will immediately notify the Indiana CLEO Advisory Committee of such change.

By signing this application, I hereby allow any organization or entity which has information about my financial status or status as a law school applicant to release to the Indiana CLEO Advisory Committee or its agents any and all information, including but not limited to, LSDAS reports and recommendation letters. I understand that my completed Financial Aid form and entire law school application packages may be released to the Indiana CLEO, Indiana CLEO Advisory Committee or its agents. Also, if I am selected as an Indiana CLEO Fellow, by signing this release I authorize the Indiana law school that I attend to release my academic records, including all law school grades throughout my law school education and upon graduation to Indiana CLEO staff upon their request.

Applicant Signature

Date

ALL APPLICATIONS MUST BE POSTMARKED BY MARCH 6, 2006.